



## Job Announcement

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**Applicants applying to this position may be considered for other JIS vacancies in which they meet the qualifications for.**

<b>Opening Date:</b>	November 10, 2011	<b>Closing Date:</b>	Open until filled
<b>Job Title:</b>	Systems Analyst	<b>Position Type:</b>	Regular Full Time
<b>PIN:</b>	060054	<b>FLSA Status:</b>	Exempt
<b>Location:</b>	Judicial Information Systems Annapolis, Maryland	<b>Grade/Entry Salary Range:</b>	T11 \$53,596 - \$64,267
		<b>Financial Disclosure:</b>	Yes

### **Regular State employees subject to promotion/demotion policy**

**Essential Functions:** Analyzes, designs, develops, implements and maintains computer applications systems in a variety of hardware/software environments to support the Court function. Prepares detailed specifications from which programs will be written. Designs and documents system test plans, creates test data, performs quality assurance, and tests new programs and program modifications. Conducts system tests and designs procedures to solve complex problems based on User defined needs. Formulates and defines system scope and requirements; acts as business expert and meets with users to determine their data processing needs. Responds to, identifies, researches, resolves, and documents applications system performance problems. Directs and monitors the work of Programmers; assists in the interpretation of program specifications, program design and problem solving. Performs other assigned duties as required which may include programming and training.

**Education:** Some college or AA degree from an accredited college or university.

**Experience:** Five years of work experience designing, developing, testing, implementing and maintaining application systems software.

**Preferred:** Knowledge of UNIX operating systems, PROGRESS Data base and PROGRESS language, SQL, PL/SQL, Java Script, XML, ORACLE and client/server architecture. Knowledge of Corel, Lotus, Microsoft office suite systems. College level education in Information Technology or related field.

**Note:** Additional work experience in programming and analysis may be substituted for the required education.

**Skills/Abilities:** Knowledge of principles and practices of information systems analysis, design, programming, operations and maintenance. Knowledge of computer and communication systems software design characteristics and capabilities. Knowledge of the business logic analysis, development, and data exchange standards and tools. Knowledge of the functions and capabilities of multipurpose, multi-tasking computer systems and related data communication. Knowledge of database architecture and design. Strong analytical, systems design and development, systems integration and migration skills. Ability to learn, understand, and adapt to changing complex information technology principles, theories, and solutions. Ability to communicate effectively and to establish and maintain effective working relationships with peers, users, software vendors and consultants. Ability to gain knowledge of court business and functions. Ability to work independently or in a team environment. Ability to prioritize tasks and assignments. Ability to establish and meet deadlines. Ability to perform all essential functions of the position.

Please submit a Maryland Judiciary employment application (unsigned applications will not be accepted) or resume and cover letter stating position title and PIN number. Materials must be received in the Human Resource Office at the address below by 4:30 p.m. on the closing date. The Human Resources Department will not be responsible for applications/resumes sent to any other address.

Maryland Judiciary  
Human Resources Department  
580 Taylor Ave., Bldg. A-1  
Annapolis, MD 21401  
Email: [jobs@mdcourts.gov](mailto:jobs@mdcourts.gov) (Zip files not accepted)

The Maryland Judiciary is a drug free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin or disability. Applicants who need accommodation for an interview should request this in advance. The candidate selected for this position will be subject to a background check. Employees must be United States citizens or eligible to work in the United States.